



DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY
MANPOWER AND RESERVE AFFAIRS
111 ARMY PENTAGON
WASHINGTON DC 20310-0111

January 31, 2014

«AddressBlock»

Dear «CHFTITLE» «Surname»,

Thank you for your continuing commitment to the development of future leaders for the Army and the Nation through your support of the Army Senior Reserve Officers' Training Corps (SROTC) Program. The officers graduating from your institution and commissioning through your SROTC program have served the Nation well in leading the Army. After 12 years of conflict, the Army is now faced with the challenge of how best to cultivate our future leaders in support of our country's defense. To better meet the needs of the Army 2020 and to properly steward funding, the U.S. Army SROTC program must re-posture to remain relevant and in touch with the shifting demographics of our Nation.

Therefore, I am writing to inform you that the Army is instituting an annual program review for every SROTC host program. The review is necessary due to the challenges mentioned above in a fiscally constrained environment. To optimize program effectiveness, we may restructure and potentially reduce our national footprint to ensure productivity, the more efficient use of scarce resources and to posture our programs in core or growth markets.

The Army has approved evaluation criteria against which all host programs will be measured (see enclosed SROTC Program Review Process and Criteria). The annual program review process incorporates criteria that align with statute as well as Department of Defense and Army policies. Along with production of commissioned officers, the review process also takes into account academic, geographic, cost, infrastructure and quality considerations. The Professor of Military Science (PMS) assigned to your institution is committed to working with you and your staff to provide clarity on any of the criteria.

Beginning in June 2014, the Army will provide a report on the status of your SROTC program. The enclosed SROTC Retention Criteria Methodology describes how programs will be evaluated, how programs may be retained as extension centers or placed on probation. If your school is identified as not meeting the evaluation criteria,

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your PMS will explain the next steps as outlined in the enclosure and also work with your staff to develop measures to improve the program so it may meet the criteria.

I appreciate your support, understanding, and cooperation as we work through this challenging process. Thank you for your past and continued support to the Army.

Sincerely,

Karl F. Schneider
Acting Assistant Secretary of the Army
(Manpower and Reserve Affairs)

Enclosures

Army SROTC Program Review and Criteria

A. SROTC Program Review Process Overview

1. Army has developed a multifaceted SROTC program review process. All programs will be evaluated annually with an assessment of each hosting college's and university's program provided to leaders of those institutions by June of each year, beginning June 2014. Programs will be evaluated in the following five categories to assess program viability: (1) production; (2) quality; (3) academic representation; (4) geographic representation; and (5) cost.
2. The Annual Program Review is now underway. The criteria, outlined below and in Enclosure 2, will be used to determine which programs best meet Army requirements. In addition, other factors such as hosting college and university infrastructure investments will be taken into consideration. Programs not retained as hosts may be considered for retention as extension centers. An extension center has a reduced mission and reduced staffing.
3. Army SROTC Programs not retained as hosts or extension centers may be placed on probation status for one year, or by exception two years. Once placed on probation, representatives of U.S. Army Cadet Command will coordinate with the host college or university to develop a plan designed to improve their program's performance. Programs that do not meet the evaluation criteria after the probation period may be disestablished.
4. On a case-by-case basis, programs demonstrating measurable progress while on probation, but still falling short of evaluation criteria may be extended on probation for an additional academic year. Measurable progress is defined as the ability to meet the "mission" assigned to each host and extension center program as demonstrated through individual cadets contracted, academically eligible to graduate with a bachelor's degree or higher, and commissioned during the extended probation period.
5. Programs that do not meet viability after 12 months (or by exception, 24 months) will receive notice of intent to close two years hence. In such cases, U.S. Army Cadet Command will work closely with the affected school to ensure any impacted Cadets are fully counseled on their options. U.S. Army Cadet Command will make every effort to take care of all Cadets by offering alternatives for their commissioning.

B. SROTC Program Evaluation Criteria and Methodology

The chart at Enclosure 2 provides a visual representation of the SROTC program evaluation criteria.

Enclosure 1

1. Programs that meet one of the following production thresholds will be retained as viable hosts:

- a. Produce at least 15 commissions per year based on a 3-year, 5-year or 10-year average;
- b. Produce 12 - 14 commissions per year based on a 3-year, 5-year or 10-year average and meet one or more of the criteria in paragraph 2 below; or
- c. Produce at least 10 commissions per year based on a 3-year, 5-year or 10-year average and meet two or more of the criteria in paragraph 2 below.

2. The following criteria will be used to evaluate programs that commission less than the standard of 15 officers annually:

- a. The program is the last Army SROTC program at a public institution in the state.
- b. The program is in a state that is under-represented in commissioned officer representation. Representation is measured as the state's proportion of SROTC commissions, based on home of record, divided by the state's proportion of youth age 17-24 with at least a high school diploma. Under-represented states are defined as those with rates on this measure of less than 0.8 based on the U.S. Army Cadet Command market analysis.
- c. The program is located in a growth or core market. A growth market is an area projected to have a high population of youth age 17-24 with at least a high school diploma in 2020 and where the Army is under-represented by SROTC commissions based on the U.S. Army Cadet Command market analysis. A core market is an area projected to have a high population of youth age 17-24 with at least a high school diploma in 2020 and where the U.S. Army Cadet Command has demonstrated success in officer production in Science, Technology, Engineering, and Mathematics (STEM), quality, and production based on the U.S. Army Cadet Command market analysis.
- d. The program produces commissioned officers with STEM degrees greater than the 5-year average for Army SROTC overall.

3. Programs that do not meet the criteria for a viable host program, as described in paragraphs 1 and 2 above, may be reclassified as extension centers. Potential extension centers must produce at least 10 commissions per year based on a 3-year, 5-year or 10-year average and be within one hour's driving time from a viable host program. Lastly, potential extension centers must also meet one of the two conditions below:

- a. The SROTC program is located at a Historically Black College or University (HBCU) or a Hispanic-Serving Institution (HSI) where over 50 percent of the commissions come from the HBCU or HSI (and not from students enrolled at other colleges); or

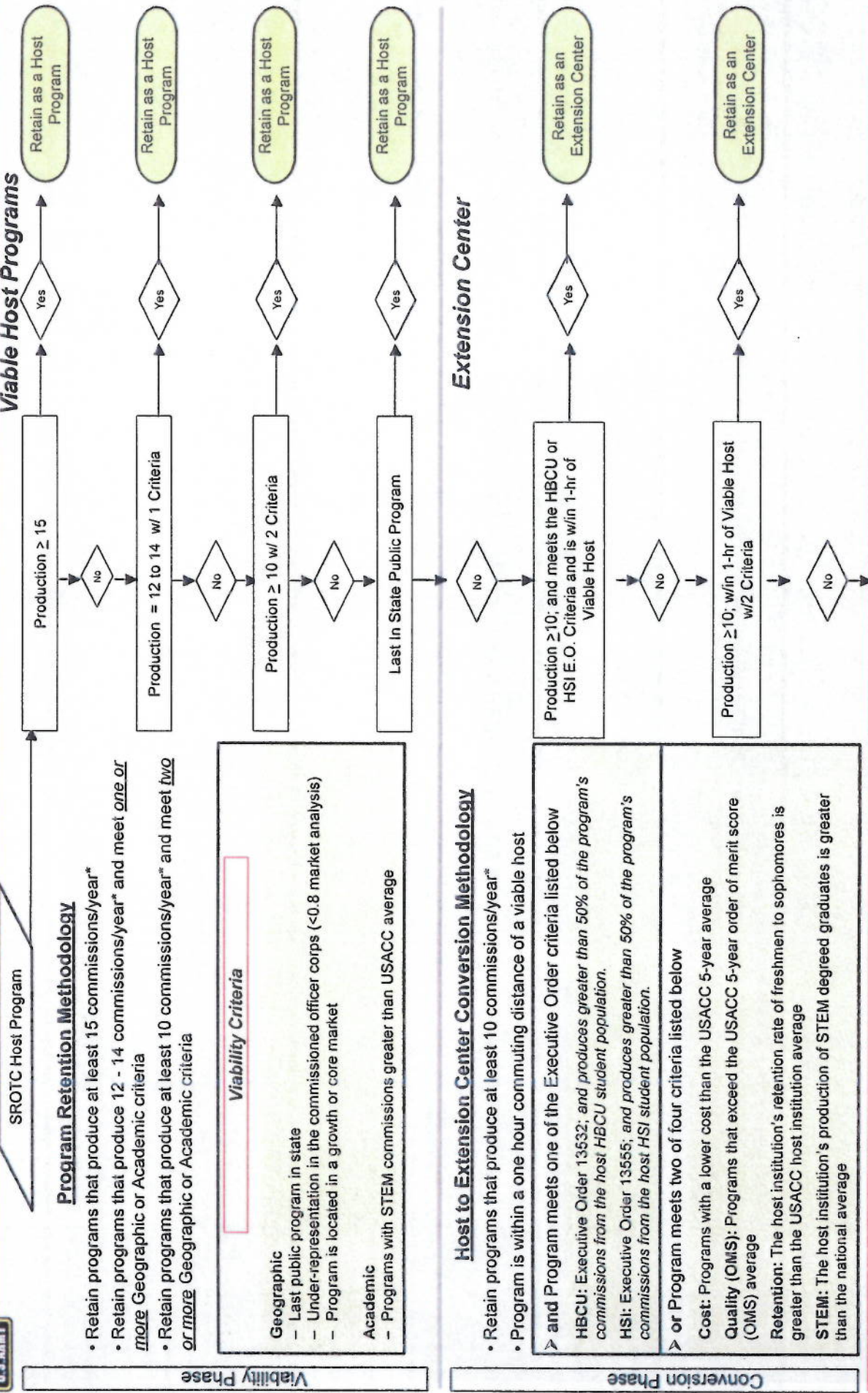
Enclosure 1

b. The SROTC program meets two of the four following criteria:

- 1) The program's cost per commissioned officer is less than the USACC 5-year average cost;
- 2) The program exceeds the USACC 5-year order of merit score average;
- 3) The host institution has a retention rate of freshmen to sophomores that exceeds the USACC host institution average;
- 4) The host institution has a production rate of STEM-degreed graduates that exceeds the national average.



SROTC Evaluation Criteria Methodology



* All school production is based on a program's 3-year, 5-year, or 10-year average

As of 27 January 2014